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Exhibits

Exhibit FR-A(1): Instructions for Field Review
Exhibit FR-A(2): Field Review
Exhibit FR-A(3): Roadway Data
Exhibit FR-A(4): Major Structure Data Sheet
Exhibit FR-A(5): Railroad Grade Crossing Data
Exhibit FR-A(6): Preliminary Environmental Studies Form
Exhibit FR-A(7): Categorical Exclusion Determination
Exhibit FR-A(8): Protection of Wetlands Statement
Exhibit FR-A(9): Airports
Exhibit FR-A(10): Field Review Attendance Roster
Exhibit FR-A(11a): Minimum Information Requirements
Exhibit FR-A(11b): Eligible TSM Project Types/Clean Air Act - TCM
Exhibit FR-A(11c): Article XIX Funding (TSM Match)

1. Overview

References:

23 CFR 630.114
Local Programs Manual Volume I, Sec. 5
ISTEA Stewardship Agreements dated 5/12/92

Applicability:

Applies to FHWA funded projects not on the National Highway System (non-NHS).

Purpose:

Caltrans recommends that each agency establish a process for formally defining the parameters which will be considered when developing a project.

Upon completion of the planning and programming phases, project implementation plans must be prepared. Sufficient data may have been developed during these initial phases to move immediately to authorization and implementation of preliminary engineering.

Field Review is a method or system used to collect the initial project data and information needed to guide the project development team to the successful production of the Plans, Specifications and Estimates (PS&E). The field review concept can insure that all affected agencies and applicable laws and regulations are covered.

Within this process the agency can consider and document actions which will:

- Assign a project manager who will oversee the project studies, PS & E development and/or construction.
- Bring together representatives from various involved or interested agencies, including, but not limited to, the Applicant, Caltrans, other interested agencies, transit districts, other state or federal permitting agencies, public utilities, and railroads. FHWA may also be represented.
- Afford an opportunity for discussions of alternative proposals.
- Secure agreement on general design features and exceptions to AASHTO or 3R or local standards selected for the project.
- Determine the type of environmental document required, the scope of studies needed and level of public involvement. See Attachment 2, Environmental Procedures
- Determine right-of-way and relocation assistance requirements.
- Confirm proposed funding, eligibility requirements, and federal or state participation.

1. Overview (continued)

- Determine who will advertise, award, administer, and maintain the proposed project.
- Advise all agencies of the schedules and target advertising date.

2. Requirements

For National Highway System (NHS) projects, the field review is still required and will follow practices and procedures outlined in current manuals and instructions. The exhibit forms attached to this LPP shall be used.

For non-NHS projects, this formal review is not mandated by federal or state requirements but is a suggested practice. This helps identify all requirements of the development process, e.g. environmental documentation, permits required, to be considered as the development moves forward.

The minimum requirement will be that sufficient data is available to complete a "Request for Authorization" form for each project requesting FHWA funding and for preparing the Program Supplement agreement. Data for this request can be gathered in conjunction with and as a part of the site review or independently. The data shall be summarized in the two page "Field Review" format. It is suggested that "Field Review" pages be completed in time to accompany the initial "Request for Authorization" for preliminary engineering. It shall be completed in time to accompany the "Request for Authorization" for right of way or construction or for any request for a Program Supplement agreement.

See Attachments 1 and 9, "Project Authorization /Federal Fund Obligation" and "Agreements."

<u>Exceptions</u>

For all projects using HBRR funds for structures, the Field Review form including Major Structure Data sheets, a plan view of improvements and a typical section shall accompany the initial "Request for Authorization".

Emergency Relief (ER) projects will use the FHWA Damage Assessment Form (DAF) in lieu of any other field review form. An on-site field assessment will be required for all these projects.

3. Responsibilities

For non-NHS projects, the applicant agency is responsible for deciding whether to perform a field review (formal or informal) and for notifying all potentially affected agencies, utility companies, etc. and making arrangements for any on-site or office meetings. In deciding whether and how to conduct a review, an agency would consider the following factors: functional classification, project type and exempt/non-exempt status, project complexity, total cost, interested and affected parties and type of funds. Informal reviews might be conducted by interagency correspondence, phone calls and conferences or small group discussions. Among the methods to be considered for a formal review are a site inspection or an office meeting involving all or most affected parties.

The field review format outlined in the exhibits provides a preferred method for documentation of the results and decisions of the review. The summary provided by the first two pages provides data needed to prepare the "Request for Authorization" and the Program Supplement agreement.

4. Initiation/Notification

After a project is selected or programmed in an approved Transportation Improvement Program (TIP) for state and/or federal funds, the applicant agency should contact the District Local Assistance Engineer (DLAE) to discuss when and how they wish to proceed with project implementation. If the agency wishes Caltrans staff to participate in the field review process, DLAE will review the request and attempt to assist the local agency. However, Caltrans participation for non NHS projects will be based on:

- Availability of Caltrans staff and time requirements
- Experience of local agency staff
- Complexity of project, type of structures
- Funding program
- Environmental/Right of Way/Design issues

The discussions should also indicate whether Caltrans participation in any subsequent phases of the project is expected. This is especially important if PS & E reviews may be needed for structures. Caltrans and the agency should reach a clear agreement early in the process on the extent of Caltrans staff participation in any phase of project development.

If the project involves a state highway, a representative from the appropriate District Project Development or Traffic Branch must be contacted to determine the State's involvement in the project development, the need for a Project Report and need for an encroachment permit.

A representative from the FHWA should be consulted on all projects on the NHS or which may require an environmental document more complex than a programmatic "Categorical Exclusion" (CE). Request for his/her participation should be coordinated through the DLAE. See Attachment2, "Environmental" for further details.

For Railroad crossing projects, the PUC participates in the review process.

5. Field Review Data

5.1 Scope

The project must be defined in sufficient detail to accurately specify where it is, why it is necessary and what will be done. This process of project definition began with the planning and programming process. Now, further details are needed to clarify the limited TIP information with the specific project location, system and conditions as they are currently and as they will be upon project completion. If the scope changes significantly from the TIP description, now or at any time during the development, a TIP amendment may be necessary. Items 1 to 5 on the Field Review form with Exhibits A(3) Roadway Data, A(4) Major Structure Data, A(5) Railroad Grade Crossing Data, Vicinity Maps, Typical Section(s), Alternative Sketches, Signal Warrants, and Collision Diagrams, as needed, provide data related to the general scope of the project. For non-roadway projects, the form and attachments would be modified as appropriate for the project activity and scope, e.g., site plans, work plans, building sketches.

5.2 Environmental Process

All projects must undergo a documented environmental review and receive a federally approved environmental document before proceeding to final design and construction. The documentation of how the decision was made to perform a particular type of review and how the review was conducted is equally as important as the final signed paper. Preparation of the Preliminary Environmental Studies Form is optional at the time of field review but must be completed. See Attachment 2, Environmental. When accurately prepared, it provides a good basis for the initial environmental documentation.

The Preliminary Environmental Studies Form [A (6)] is designed to identify the existing condition of the project area, indicate the environmental issues requiring further study, and identify the responsible or regulatory agencies in cases where early coordination or consultation will be necessary. Responsible and regulatory agency approvals and permits are also indicated. Accurate completion of the form will provide FHWA with sufficient information to make preliminary determination of the type of federal action the project represents and determine whether or not the proposal meets the criteria for a CE or if additional research is required to make a determination.

5.3 Right of Way

The need to acquire right of way can significantly affect project development, especially costs and scheduling. Activity within Caltrans R/W will require coordination and an encroachment permit. Federal laws and regulations must be followed if there is any FHWA participation on the project, whether in R/W phase or only in the construction phase. Real property acquisitions for these projects are subject to the provisions of the Uniform Relocation and Property Acquisition Act and Amendments thereto (42 US Code 4801, et. seq.). Item 7 of the field review form highlights the possible R/W activities with a cost estimate breakdown.

5.4 Project Cost

Good initial estimates are needed to define whether there are sufficient funds available to implement the project. Item 7 of the field review form provides for an overview by phase and anticipated federal participation. Item 8 can be used to further break this down by federal fund type and state funding. State or local funds are normally required to match the federal funds.

5.5 Project Administration

The agency submitting the request would normally be responsible for administering all phases of the project. If another arrangement is expected, this should be noted. If the agency plans to hire a consultant to assist with any phase, this should be noted. This will allow the agency to work sufficient time into their schedule for consultant selection. If the state is expected to administer any phase or review the PS & E, early discussions should be held with the appropriate Caltrans district to ensure that it will have the required staff when they will be needed. A Cooperative Agreement may be needed to define the work responsibilities and cost sharing.

5.6 Project Schedule

The project will normally be scheduled for a specific year in the FTIP document. While the funds are usually carried forward in new adoptions, this is at the discretion of the MPO. The delivery schedule for advertising should be reviewed to see if the project can be developed in a timely manner. The items discussed above will define some of the critical steps in this effort. If there will be significant delays, the agency should work with the MPO to reschedule the work in the next FTIP or an FTIP amendment.

6. Field Review Location/Preparation

Since the field review is meant to be a system for data collection and project concept and scope verification, a meeting at the project location with all parties involved is commonly used. Office or other reviews may also be used. When the agency chooses to hold a group meeting for a field review, it should supply each participant with as much preliminary information as is available along with a location map. This could be done by completing the applicable field review forms or preparing a similar outline to fit the specific circumstances of the project. This will allow the participants to come to the meeting prepared to discuss the specific issues and methodologies which can lead to successful project implementation.

7. Field Review Completion

Upon completion of the formal or informal discussions and review the agency will prepare the final field review forms and attachments. As a minimum, the two page summary will be completed for each project. Two copies of the review should be provided for the Caltrans DLAE. The DLAE will transmit one copy to the Office of Local Programs. Preferably, the field review will precede the initial "Request for Authorization" and the completed review forms will be attached to the initial request. It must be available before requesting authorization for a right of way or construction phase or before any Program Supplement agreement is prepared. The agency may wish to provide copies to their MPO and other interested parties.

The project engineer and project manager can periodically review the field review data to insure that the project development is proceeding as initially proposed or that significant changes have been approved.

INSTRUCTIONS FOR FIELD REVIEW

For projects on the NHS, the Applicant shall schedule and complete the field review in accordance with existing procedures using the forms in the exhibits. For non NHS projects, the Applicant shall complete the two page field review form prior to requesting authorization for right of way or construction or requesting a Program Supplement agreement. If Caltrans or other agencies are to be involved in meetings to assist in completion, the Applicant should fill out the Form as completely as possible prior to any meeting(s). The District Local Assistance Engineer may be consulted for clarification. Since some of the data is required to complete the "Request for Authorization" form for FHWA funded projects, it is suggested that the field review form be completed prior to making the initial request.

Item 1. PROJECT LIMITS

Briefly describe the physical limits of project if applicable. Include an attached list for various locations. Indicate length of project to nearest one-tenth of kilometer or mile or use 0.1 if spot location. If needed to clearly define the project location or scope of work, include additional sheets.

Item 2. WORK DESCRIPTION

Briefly describe all major components of the proposed work, e.g., signals, bridge replacement, ride sharing.

Item 3. PROGRAMMING DATA

All FHWA federally funded projects (except ER) are required to be on a FHWA/FTA approved FTIP or FSTIP. If project is within an MPO area, indicate the MPO or RTPA FTIP that includes project and the fiscal years of FTIP. Also list the page of FTIP or Amendment, Project Planning Number and FHWA/FTA approval date. If listed as part of a lump sum FTIP entry enter LS after the Federal Funds amount. For non-MPO areas include same information from FSTIP.

Indicate the federal funds and phases listed in the FTIP/FSTIP. For CMAQ projects name Air Basin.

Item 4. FUNCTIONAL CLASSIFICATION

For a roadway project, check appropriate functional classification category. See the discussion of specific fund types for system eligibility. Indicate N/A for projects not related to a specific road or street system.

Item 5. STEWARDSHIP

For roadway projects, indicate if project is on the National Highway System and whether project is exempt according to stewardship agreements. Refer to the introductory exhibit, "Required FHWA Oversight Federal-Funded Projects" to determine the project is exempt from FHWA oversight. Basically, non exempt projects are all those on the Interstate and those on an NHS route for new or reconstruction costing over $1,000,000. All others are exempt. NHS projects are subject to full Caltrans and FHWA as outlined in current manuals and procedures.

Item 6. CALTRANS ENCROACHMENT PERMIT

If the project involves a state highway, an encroachment permit is required, the applicant should contact the District Permit Officer early in the process.

Item 7. COST BREAKDOWN ESTIMATE

List estimated breakdown of all project phases and indicate phases for which federal participation will be requested. Include all known costs, but include each cost in only one group. [For structures related projects financed with Highway Bridge Replacement and Rehabilitation (HBRR) funds, the current HBRR operating procedures limit preliminary engineering costs, including environmental costs to 25% of the total construction cost. Any exceptions must be approved in writing by the program manager.]

Item 8. PROPOSED FUNDING

Fill in total cost of federal-funded project, type and amount of federal-aid funds, i.e., STP, CMAQ and the matching-fund breakdown. If the project is a Federalized Flexible Congestion Relief (FCR) or Transportation System Management (TSM), note these designations as well as the Federal funding if known.

If state funds are involved, indicate the source. Except for State/Local Partnership funds, typically State Gas Tax funds must be in STIP and are generally subject to a CTC vote.

If Partnership funds are involved, the total cost of the federal project (including matching) will be deducted prior to calculating Partnership funding.

The Agency should make a preliminary determination whether the project, or portion of it, qualifies for State CMAQ/RSTP (TSM) funds to match the federal funds. If the preliminary determination is yes, complete the CMAQ/STP- State TSM Match form and have the DLAE verify the determination.

Item 9. PROJECT ADMINISTRATION

Indicate name of agency that will be responsible for administering each project phase. Also indicate use of a consultant for any phase. Indicate if Caltrans review of PS & E will be requested. If yes, begin discussions with District Local Assistance Engineer on availability of staff. All PS & E documents to be reviewed must be in Caltrans format.

Item 10. SCHEDULING/PROPOSED ADVERTISEMENT DATE

The Applicant should indicate their proposed advertisement date. This will give the involved parties a target date for scheduling. However, the discussion of requirements and time frames may require adjustment of the advertisement date. Critical dates in the schedule can be noted in the remarks.

Item 11. PROJECT MANAGER CONCURRENCE

The Local Agency project manager should sign and date the field review form to signify agreement on the parameters proposed for development of the project. The DLAE and FHWA representative should sign the document for NHS projects. This document is then a guidance reference for further development of the project to assure that it adheres to the programmed concept or that any changes are approved by the manager.

Item 12. LIST OF ATTACHMENTS

The first three items are appropriate for all reviews. Others to be added depend on the type of project. See ( ) notations for attachments required for specific types of projects

Note: The federal Damage Assessment Form (DAF) shall be used as the initial field review document for Emergency Relief projects.

FIELD REVIEW

Local Entity _____ Field Review Date _____

Project Number _____ Locator (Dst/Co/Rte/Agcy) _____

Project Name _____ Bridge No.(s) _____

1. PROJECT LIMITS (see attached list for various locations) _____

_____

_____

_____ Net Length _____ (km) or (mi

2. WORK DESCRIPTION _____

_____

3. PROGRAMMING DATA FTIP(MPO/RTPA) _____ FY _____ Page _____
Amendment No. _____ FTIP PPNO _____ FHWA/FTA Approval Date _____
Federal Funds $ _____ Phases: P E _____ R/W _____ Const _____
Air Basin _____ (CMAQ only)

4. FUNCTIONAL CLASSIFICATION:

Urban			Rural		
	_____	Principal Arterial		_____	Principal Arterial
	_____	Minor Arterial		_____	Minor Arterial
	_____	Collector Street		_____	Major Collector
	_____	Local Street		_____	Minor Collector
				_____	Local Road

5. STEWARDSHIP CATEGORY
On NHS System Yes _____ No _____ Exempt (Per Stewardship) Yes _____ No _____
If not exempt, Certification Acceptance Yes _____ No _____

6. Caltrans Encroachment Permit Required _____ Yes _____ No

7. COST BREAKDOWN ESTIMATE

(including structures)		$1,000	Fed. Participation?	
P E	Environmental Process	_____	_____ Yes	_____ No
	Design	_____	_____ Yes	_____ No
CONSTR.	Constr. Contract	_____	_____ Yes	_____ No
	Constr. Engineer.	_____	_____ Yes	_____ No
R/W	Preliminary R/W Work	_____	_____ Yes	_____ No
	Acquisition			
	(No. of Parcels _____)	_____	_____ Yes	_____ No
	(Easements _____)	_____	_____ Yes	_____ No
	(Right of Entry _____)	_____	_____ Yes	_____ No
	RAP (No. Families _____)	_____	_____ Yes	_____ No
	RAP (No. Bus. _____)	_____	_____ Yes	_____ No
UTILITIES	(exclude if in contract item co	_____	_____ Yes	_____ No
	Total Costs $	_____		

8. PROPOSED FUNDING: Total Costs $_____

Federal Program _____ $ _____ Fed $_____ Reimb. Ratio_____
(Name/Total$/Fed $) _____ $ _____ Fed $_____ Reimb. Ratio_____
Matching funds breakdown Local _____ _____ %
State _____ _____ %
Other _____ _____ %
State Highway Funds Yes _____ Source_____ No_____

State CMAQ/RSTP (TSM) Match Eligible _____ Yes _____ No _____ Partial_____
(attach Minimum Information sheet, if y
Is this project underfunded (Fed $) _____ Yes _____ No _____

9. PROJECT ADMINISTRATION

		Agency	Consultant	State
PE	Environ Process	_____	_____	_____
	Design	_____	_____	_____
R/W	All Work	_____	_____	_____
CONST ENGIN	Contract	_____	_____	_____
CONSTRUCTION	Contract	_____	_____	_____
MAINTENANCE		_____		_____

Will Caltrans be requested to review PS &E? Yes_____ No_____ (Req'd for NHS projects)

10. SCHEDULES: PROPOSED ADVERTISEMENT DATE _____

Remarks _____

_____

_____

11. PROJECT MANAGER'S CONCURRENCE

Local Entity _____ Date _____
Title _____ Phone No. _____
CALTRANS (District _____ ( ) Date _____
(if St. Hwy. Title _____
or NHS)

12. LIST OF ATTACHMENTS (Include all appropriate attachments for NHS projects, see ( ) no t
minimum required attachments for non NHS projects)

_____ Preliminary Environmental Study Form (NEPA)
(Required - could be completed independent of field review)
_____ Field Review Attendance Roster or Contacts Roster
_____ Vicinity map (Required for construction-type projects)

IF APPLICABLE (the following items should be completed, as appropriate, depending on the type of work involved):

_____ Roadway Data Sheets
_____ Typical Roadway Geometric Section(s)
_____ Major Structure Data Sheet (Req'd for HBRR)
_____ Railroad Grade Crossing Data Sheet
_____ Airport Data Sheet (if within 3 kilome t
_____ Sketch of Each Proposed Alternate Improvement
_____ Signal Warrants
_____ Collision Diagram
_____ Protection of Wetlands Statement
_____ CMAQ/RSTP State-TSM Match Sheet

ROADWAY DATA

1. TRAFFIC DATA

Curr. ADT_____ Year 19 _____ Fut. ADT_____ Year 20 _____ DHV _____ Trucks___ %
Terrain (Check One) _____ Flat _____ Rolling _____ Mountainous
Design Speed _____
Proposed Speed Zone? _____ Yes _____ No km/h_____

2. GEOMETRIC INFORMATION

ROADWAY SECTION

Facility	Year Constr.	Min. Curve Radius	Thru Traffic Lanes			Shoulders		Median Width
			No. of Lanes	Total Width	Type	Each Width Lt/Rt	Type	
Exist.								
Prop.								
Min. AASHTO Stds.								
	N/E Contig. Sect.							
	S/W. Contig. Sect.							

Remarks (If design standard exception is to be used, cite standard and explain fully how it varies):
See Attachment 6, Design Standards

_____

_____

3. DEFICIENCIES OF EXISTING FACILITY (mark appropriate one(s))

_____ Pavement Surface _____ Drainage
_____ Alignment _____ Bridge
_____ Crossfall _____ Safety (Attach collision diagram or other documentati
_____ Other (describe below) _____ Pavement Structure

Remarks _____

_____

4. TRAFFIC SIGNALS _____ Yes _____ New(attach warrants) _____ Modified _____ No

5. MAJOR STRUCTURES Structure No.(_____ (attach structure data sheet)

6. OTHER TRANSPORTATION FACILITIES (name)

_____ None
_____ Railroad _____ (attach railroad data sheet)
_____ Airports _____ (attach airport data sheet)
_____ Transit _____
_____ Bicycle _____

7. AGENCIES AFFECTED

Utilities (mark appropriate one(s)) _____ Telephone _____ Electrical _____ Gas
_____ Water _____ Irrigation
_____ Other _____ Sanitary

Major Utility Adjustments _____

_____

High Risk Facilities _____

_____

Remarks _____

_____

Other _____

_____

MAJOR STRUCTURE DATA

(Please attach separate sheets for each structure)

Bridge Name (facility crossed) _____

State Br. No. _____ Date Constructed _____ Historical Br. Inv. Category _____

Road Name _____ Location _____

STRUCTURE DATA

	Existing	Proposed	Minimum AASHTO Standards
Structure Type	_____	_____	
Structure Length	_____	_____	
Spans (No. & Length)	_____	_____	
Clear Width (Curb to curb)	_____	_____	_____
Shldr.Width	_____Lt. _____Rt.	_____Lt. _____Rt.	_____Lt. _____Rt.
Sidewalks or bikeway width	_____Lt. _____Rt.	_____Lt. _____Rt.	_____Lt. _____Rt.
Total Br. Width	_____	_____	_____
Total Approach Rdwy. Width	_____	_____	_____

1. Preliminary Engineering by _____
2. Design by _____
3. Foundation Investigation by _____
4. Hydrology Study by _____

Detour, State construction, or Close Road _____

Length of Detour _____

Resident Engineer for Bridge Work: _____ Agency _____ Consultant (On Retainer as City/County Engineeer)

Responsible Local Official _____ (If Consultant Involved)

To be designed by _____

To be checked by _____

Estimated Structure and Related Cost:

Bridge Cost		**Federally Participating**	
		YES	**NO**
Construct Bridge	$_____	_____	_____
Bridge Removal	$_____	_____	_____
Slope Protection	$_____	_____	_____
Channel Work	$_____	_____	_____
Detour - Stage Construction	$_____	_____	_____
Approach Roadway	$_____	_____	_____
Preliminary Engineering	$_____	_____	_____
Construction Engineering	$_____	_____	_____
Right of Way Costs	$_____	_____	_____
Utility Relocation	$_____	_____	_____
Mobilization	$_____	_____	_____

Remarks - - -- - - -

RAILROAD GRADE CROSSING DATA

(Separate Sheet for each crossing)

Project No. _____

Name of Railroad _____

Location (Road, City, or County, and Xing No.) _____

Vehicular Traffic Daily Traffic using crossing _____ No. of Lanes ____ Speeds (km/h) _____

No. of Exist. Tracks Main Line _____ Branch _____ Line _____ Passing _____ Other _____

No. of Future Tracks _____ No. of Trains Daily Passenger _____ Freight _____ Total _____

Maximum Speeds Passenger _____ Freight _____

Protection in Place _____

Protection Proposed _____

Skew of Xing _____ Min. Sight Dist. (along track when driver is 30 meters from Xing) _____

Trains at Night? (Y/N) _____ Seasonal Train Traffic? (Y/N) _____

Ten-Year Accident Record Accidents _____ Killed _____ Injured _____

_____

_____

Has Local Agency Requested or Received PUC Decision re:

Crossing protection required? _____

_____

Protective devices proposed by Local Agency _____

_____

Proposed financing of crossing protection _____

_____

Does Local Agency propose to finance auto crossing protection as a "G" project using 100% Federal F

_____

NOTE: Attach sketch showing relationship of old and new Xing.

Remarks _____

_____

_____

_____

FR-A(6), Preliminary Environmental Studies Form and FR-A(7), Categorical Exclusion Determination form are appropriate forms to complete at the time of a field review or can be completed independently. For the current versions of these documents refer to Attachment 2, Environmental.

PROTECTION OF WETLANDS STATEMENT
(To be included in Categorically Excluded Projects involving wetlands)

District - County - Route _____

Federal Aid No. _____

Road Name _____

_____

Road Location _____

_____

Wetlands, as defined in Executive Order 11990, are involved in this project and:

_____ There is no practicable alternative to such construction.

_____ The proposed action includes all practicable measures to minimize harm to wetlands which may result from such use.

Transportation Engineer _____ Date _____

Chief, District Operations _____ Date _____

AIRPORTS

(Separate Sheet for each airport)

PROJECT NO. (Fed.) _____

NAME _____

LOCATION _____

RUNWAY

Direction _____

Distance from Project _____

SLOPE RATIO _____

FAA FORM 7460-1* _____

(status, attach if available)

REMARKS _____

_____

_____

_____

*Notice of Proposed Construction or Alteration : Required per FAA Regulations 14 C.F.R., Part 77

FIELD REVIEW ATTENDANCE ROSTER

Date _____ Federal Aid No. _____

Road Name _____

Name (Please Print)	Organization	Phone Num b
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

REQUEST FOR QUALIFYING
CMAQ/STP - STATE TSM MATCH
MINIMUM INFORMATION REQUIREMENTS

FILE NUMBER(DIST/CO/RTE/AGCY) _____
PROJECT NUMBER _____

1. SPONSORING AGENCY:_____
CONTACT PERSON:_____ **PHONE NO.**_____

RESPOND BY CHECKING AND ANSWERING THE FOLLOWING QUESTIONS.

2. ELIGIBLE FOR STATE ARTICLE XIX FUNDS : YES ____ NO _____
If not eligible stop here.

If # 2 is yes, CMAQ funded amounts are eligible for TSM match. Project type determines eligibility for STP funded projects.

3. FEDERAL PROGRAM: CMAQ_____ RSTP_____

TYPE OF PROJECT: HOV_____
TCM_____
TSM_____
(SEE EXH. A-11(b) FOR PROJECT TYPE DESCRIPTIONS FOR TCM & TSM)

IDENTIFY THE ELEMENTS THAT QUALIFY FOR STATE TSM MATCHING FUNDS:*
(FOR NON-CONSTRUCTION TYPE PROJECT LIKE TDM; VANPOOL, CARPOOL; PLEASE PROVIDE CONCISE DESCRIPTION OF PROJECT/PROGRAM.)

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

ATTACH ADDITIONAL SHEETS IF NECESSARY

***PROVIDE SEGREGATED COST ESTIMATE FOR THE PROJECT IF NON QUALIFYING ELEMENTS ARE INCLUDED.**

APPROVED,

_____ _____
LOCAL AGENCY **DISTRICT LOCAL PROGRAMS** **DATE**

ELIGIBLE TSM PROJECT TYPES

1. Establishment of auxiliary lanes on freeway, by construction or restriping. Auxiliary lanes include lanes for acceleration from on-ramps and deceleration lanes to off-ramps and weaving lanes extending between adjacent interchanges.
2. Traffic flow improvements on conventional arterial roads, including widening at intersections for turn lanes; other channelization; traffic signal coordination systems, including one-way street operations, reversible lanes, median closures, and parking restrictions.
3. Traffic metering systems, including meters on freeway on-ramps, freeway-to-freeway connectors, and freeway mainlines. Projects may include construction or restriping for meter bypass lanes for high occupancy vehicles and modifications to ramps and adjacent arterial roads for storage of vehicles waiting for ramp meter signals.
4. Traffic operations centers and related surveillance equipment, including traffic sensors and closed circuit television; related motorist information systems, including changeable message signs, highway advisory radio, computer bulletin boards, telephone call-in systems, and other media links; and related communications links, including links with other city or state traffic operations centers.
5. Improvements designed to improve traffic flow by accommodating transit vehicles on streets and highway, including bus turnouts and signal preemption systems for transit vehicles.
6. Demonstration projects to implement research and development in the field of traffic operations control systems.
7. Establishment of high occupancy vehicles lanes on freeways or surface streets, by construction or restriping.
8. Fringe and transportation corridor parking facilities serving multiple occupancy vehicle programs or transit facilities.

CMAQ = Congestion Mitigation and Air Quality improvement program

RSTP = Regional Surface Transportation Program

HOV = High Occupancy Vehicle

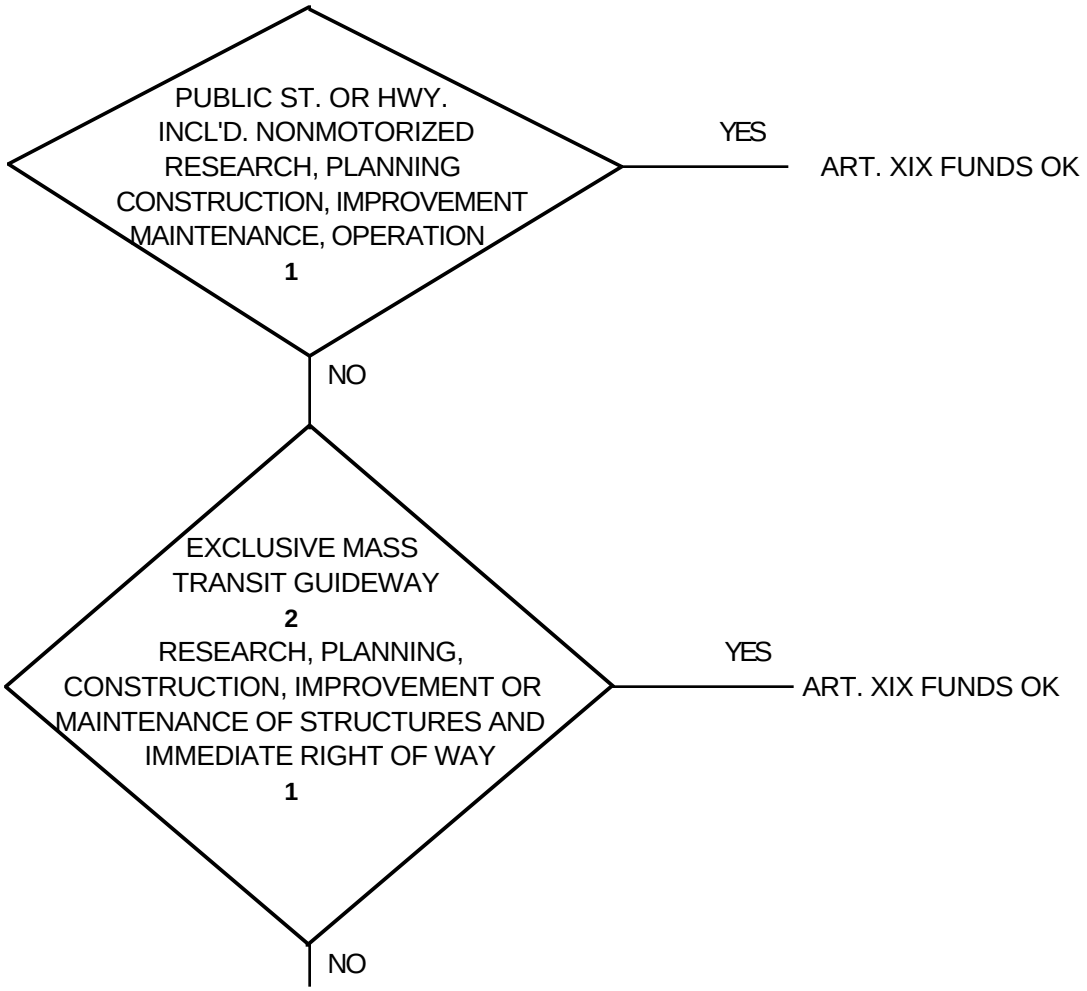
TCM = Transportation Control Measures

TSM = Traffic Systems Management

CLEAN AIR ACT-TRANSPORTATION CONTROL MEASURES (TCM)

i. programs for improved public transit;
ii. restriction of certain roads or lanes to, or construction of such roads or lanes for use by, passenger buses or high-occupancy vehicles (HOV);
iii. employer-based transportation management plans, including incentives;
iv. trip-reduction ordinances;
v. traffic flow improvement programs that achieve emission reductions;
vi. fringe and transportation corridor parking facilities serving multiple-occupancy vehicle programs or transit service;
vii. programs to limit or restrict vehicle use in downtown areas or other areas of emission concentration particularly during periods of peak use;
viii. programs for the provision of all forms of high-occupancy, shared-ride services;
ix. programs to limit portions of road surfaces or certain sections of the metropolitan area to the use of non-motorized vehicles or pedestrian use, both as to time and place;
x. programs for secure bicycle storage facilities and other facilities; including bicycle lanes, for the convenience and protection of bicyclists, in both public and private area;
xi. programs to control extended idling of vehicles;
xii. ~~programs to reduce motor vehicle emissions, consistent with title II, which are caused by extreme cold start conditions~~; **EXCLUDED BY ISTEA**
xiii. employer-sponsored programs to permit flexible work schedules;
xiv. programs and ordinances to facilitate non-automobile travel, provision and utilization of mass transit, and to generally reduce the need for single-occupant vehicle travel, as part of transportation planning and development efforts of a locality, including programs and ordinances applicable to new shopping centers, special events, and other centers of vehicles activity;
xv. programs for new construction and major reconstructions of paths, tracks or areas solely for the use by pedestrian or other non-motorized means of transportation when economically feasible and in the public interest. For purposes of this clause, the Administrator shall also consult with the Secretary of the Interior; and
xvi. ~~program to encourage the voluntary removal from use and the marketplace of pre-1980 model year light duty vehicles and pre-1980 model light duty trucks~~.**EXCLUDED BY ISTEA**

ARTICLE XIX FUNDING
(TSM MATCH)



1. INCLUDES ENVIRONMENTAL MITIGATION, RIGHT OF WAY AND ADMINISTRATION

2. SPECIFICALLY EXCLUDES:
   - MAINTENANCE & OPERATING COSTS FOR POWER SYSTEMS & PASSENGER FACILITIES
   - VEHICLES
   - EQUIPMENT
   - SERVICES